EMBERS' MILEAGE CLAIM FOR

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: SUE EVANS

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: APRIL 2012

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
3/4	6.30	8.00	TOWN HALL	SHAPING THE FUTURE OF THE NHS.		✓ 12		
13/4	3.30	4 30	TOWN HALL	VISIT GARDNER HOUSE		✓ 12		
16/4	10.00	11.30	TOWN HALL	TRAINING APPEALS PANEL		✓ 12		
17/4	7 30	10 30	TOWN HALL	COUNCIL MEETING		✓ 12		

L.H. C.S

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

LH/CS Lynn Hutton/Christobel Shawcross

SUB TOTAL	✓ 48		
Less any amount claimed/received from any other Authority/Body.	—		
TOTALS CLAIMED	✓ 48		

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES / NO*

*Please delete as appropriate

Signature of Member:....).....

Date 30/4/12

For Office Use Only					
Democratic Services:	Authorised for Payment:		Date: 09/05/12		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Lou EVANS

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: MAY 2012

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
1/5	6.30	9.00	GUILDHALL WINDSOR	Neighbourhood Planning Steering Group	Henry Smith	✓ 8		
8/5	7.00	8.00	Town Hall	Special meeting ADULT SER O/S		✓ 12		
11/5	1.15	3.30	Town Hall	CARERS P'SHIP Board		✓ 12		
14/5	6.30	9.00	GUILDHALL	NEIGHBOURHOOD PLANNING STEERING GROUP	Henry Smith	✓ 8		
22/5	7.00	8.00	GUILDHALL	COUNCIL MEETING		✓ 8		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

SUB TOTAL	✓ 48		
	—		
TOTALS CLAIMED	✓ 48		

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED **YES / ~~NO~~***

***Please delete as appropriate**

Signature of Member:.. .....

Date..28/5/12

For Office Use Only					
Democratic Services:	Authorised for Payment:		Date: 30/05/12		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue Evans

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: June 2012

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
14/6	3 00	5 00	Boyn Grove	Older Person P'ship		✓14.00		
19/6	7.30	10.00	Town Hall	O/S Adult Services		✓12.00		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

SUB TOTAL ✓26.00

TOTALS CLAIMED ✓26 00

VAT RECEIPT ATTACHED **YES / ~~NO~~***

***Please delete as appropriate**

[**N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.**]

Signature of Member:.....

Date...30/6/12...

For Office Use Only					
Democratic Services:	Authorised for Payment:		Date: 04/07/12		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

..IEMBERS' MILEAGE CLAIM FOR..

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue Evans

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)...

FOR ALLOWANCES FOR THE MONTH OF: July 2012

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £ p
6/7/12	2.00	4.00	SPENCER DENNY CENTRE	CHILDRENS PSHIP WINDSOR BOARD (OUTSIDE BODY)		7	
10/7/12	7.00	9.00	TOWN HALL	Adult Services + Health O/S		12	
17/7/12	1.00	3.30	BOYN COMM RES CENTRE	Learning Dis PSHIP (OUTSIDE BODY)		14	
19/7/12	3.00	5.00	TOWN HALL	EAST BERKS O/S		12	
24/7/12	7.00	9.00	GUILDHALL	COUNCIL Meeting		8	

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

	SUB TOTAL	53	
Less any amount claimed/received from any other Authority/Body.		—	
	TOTALS CLAIMED	53	

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED **YES / NO***

***Please delete as appropriate**

Signature of Member:.....

Date: 31/7/12

For Office Use Only						
Democratic Services:	Authorised for Payment:		Date: 22/08/12			
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:	

MEMBERS' MILEAGE CLAIM FO M

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue Evans

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): [redacted]

FOR ALLOWANCES FOR THE MONTH OF: September 2012.

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
6/9/12	5.30	6.30	COUNCIL OFFICE YORK HOUSE.	WINDSOR + ETON NEIGHBOURHOOD PLAN.	Henry Smith.	✓ 6		
7/9/12	10.00	12.30	TOWN HALL	SCHOOL TRANSPORT APPEAL	LIZ	✓ 12		
[redacted]								
19/9/12	6.00	8.00	VERNEY CENTRE HIGHWAYcombe	Rebate				
20/9/12	3.00	5.00	Boyn Grove	OPPB.	outside Body.	✓ 32.		
~~25/9/12~~	~~7.30~~		~~TOWN HALL~~	~~COUNCIL MEETING~~		✓ 14		
						~~12~~		

HS

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

SUB TOTAL [redacted]64

Less any amount claimed/received from any other Authority/Body. —

TOTALS CLAIMED [redacted]64

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES / ~~NO*~~

***Please delete as appropriate**

Signature of Member:.....

Date: 28/9/12

For Office Use Only					
Democratic Services:	Authorised for Payment:		Date: 2/10/12		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue EVANS

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: Oct/Nov

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
✓ 5/10/12	10.00	1.00pm	TOWN HALL	TRANSPORT/Licencing Appeal	L. HORNBY	12.[illegible]		
✓ 9/11/12	2.00	3.00	GUILDHALL	TRANSPORT APPEAL	L HORNBY	6		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

SUB TOTAL	18		
Less any amount claimed/received from any other Authority/Body.	—		
TOTALS CLAIMED	18		

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES / NO*

*Please delete as appropriate

Signature of Member: — Date 26/11/12

For Office Use Only					
Democratic Services:	Authorised for Payment:		Date: 27/11/12		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue Evans

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 5

FOR ALLOWANCES FOR THE MONTH OF: January 2013

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM		TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
8/1/13	10.00	11.00	TOWN HALL	SCHOOL TRANSPORT APPEAL	12		
8/1/13	6.00	9.30	TOWN HALL	JSBHOSC	12		
22/1/13	6.30	8.40	TOWN HALL	ADULT SERVICES	12		
24/1/13	2.00	4.00	TOWN HALL	OPPB	12		
31/1/13	6.00	7.00	TOWN HALL	RISK MANAGEMENT TRAINING	12		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

SUB TOTAL 60

Less any amount claimed/received from any other Authority/Body.

TOTALS CLAIMED 60

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED ~~YES~~ NO*

*Please delete as appropriate

Signature of Member:.....

Date 31/1/13

For Office Use Only						
Democratic Services:	Authorised for Payment:		Date: 01/02/13.			
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:	

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue Evans

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: Feb 2013

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM		TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
4/2/13	7.00	9 00	CHILDHALL WINDSOR	WINDSOR TOWN FORUM	8		
12/2/13	1.00	3.00	BOYN GROVE	DISABILITY LEARNING P'SHIP.	14		
26/2/13	6.30	8 00	TOWN HALL	O/S TRAINING	12		
5/2/13	1.30	3 00	YORK HOUSE WINDSOR	TAXI APPEAL	8		
				SUB TOTAL	34.62		
				TOTALS CLAIMED	34.62		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

VAT RECEIPT ATTACHED YES / NO*

*Please delete as appropriate

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

Signature of Member:..... .....

Date 28/2/13

For Office Use Only					
Democratic Services	Authorised for Payment:	Date: 27/03/13.	Batch No:	Checked by:	Date:
Payroll	Input by:	Date:			

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Sue Carter

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)...

FOR ALLOWANCES FOR THE MONTH OF: MARCH 2013

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM		TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
19/3/13	6.00	9.00	ST MARTINS PL SLOUGH	JOBHOSC	13.00		AS
20/3/13	6.00	8.00	TOWN HALL	ADULT S/V O/S.	12.00		AS
26/3/13	6.30	8.30	GUILDHALL WINDSOR	VISTOR MANAGEMENT FORUM.	8.00		
				SUB TOTAL	33		
				TOTALS CLAIMED	33		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED **YES / NO***

***Please delete as appropriate**

Signature of Member:.....

Date 28/3/13

For Office Use Only					
Democratic Services	Authorised for Payment:		ate: 27/03/13		
Payroll	Input by:	Date:	Batch No:	Checked by:	Date: